

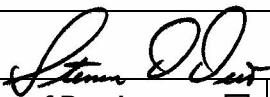


FY08-SATOP-003	PROGRAM BULLETINS	Effective Date: 08/20/07
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Supersedes Info Memo No :	Number of Pages: 4

	SATOP BULLETIN		
	Subject: Comparable Program Requirements		
	SATOP Manager Signature: 		
Bulletin Number: 07-03	New: <input checked="" type="checkbox"/>	Revision of Previous: <input type="checkbox"/>	Effective Date: 8/20/07
Note: This bulletin is superseded by SATOP Bulletin 07-04			Number of Pages: 4

1. Effected Program:

1.1. OMU.

2. Purpose:

2.1. There has been some confusion regarding comparable program requirements and what is considered acceptable. The purpose of this bulletin is to help clarify these issues.

3. Action:

3.1. COMPARABLE PROGRAM – A comparable program is an option a consumer has in meeting his/her SATOP requirements without having to complete a SATOP program.

3.2. MISSOURI REVISED STATUTES – The following sections of the Missouri Revised Statutes provide authority for comparable programs and the establishment of associated fees.

3.2.1. Section 302.540, RSMo paragraph 1. states, “No person who has had a license to operate a motor vehicle suspended or revoked under the provisions of sections 302.500 to 302.540 shall have that license reinstated until such person has participated in and successfully completed a substance abuse traffic offender program defined in section 302.010, **or a program determined to be comparable by the department of mental health.**”

3.2.2. Section 302.540, RSMo paragraph 2. states, “The fees for the program authorized in subsection 1 of this section, or a portion thereof to be determined by the division of alcohol and drug abuse of the department of mental health, shall be paid by the person enrolled in the program. Any person who is enrolled in the program shall pay, in addition to any fee charged for the program, a supplemental fee to be determined by the department of mental health for the purposes of funding the substance abuse traffic offender program defined in section 302.010 and section 577.001, RSMo, **or a program determined to be comparable by the department of mental health.**”

3.3. COMPARABLE PROGRAM TYPES – There are two categories (or sets of criteria) of comparable programs. Each category has unique criteria based on where the offender is domiciled. One category is based on offenders domiciled in Missouri. The other is where the offenders are domiciled outside of Missouri.

3.4. SATOP CERTIFICATION STANDARDS – The following is an outline of current certification standards regarding comparable programs. The *italicized notes* following some certification language provide the Division of Alcohol and Drug Abuse’s clarification of specific subject matter.

3.4.1. Criteria for Comparable Programs for Persons Domiciled in Missouri (9 CSR 30-3.206 (9)).

3.4.1.1. Offender must complete a Missouri SATOP or Missouri comparable program.

NOTE

The Department of Mental Health Division of Alcohol and Drug Abuse (ADA) interprets “Missouri comparable program” to mean a non-SATOP program that meets the Missouri requirements of a comparable program as outlined in 9 CSR 30-3.206 (9) whether the program is located in Missouri or not. Thus, a person domiciled in Missouri may complete an out-of-state program and with the approval of ADA have it considered a comparable program.

3.4.1.2. Offender must have written verification from a certified or recognized accredited treatment and rehabilitation program that he or she has participated in and successfully completed a minimum of one hundred twenty (120) hours of treatment during a period of no less than thirty (30) calendar days (9 CSR 30-3.206 (9)).

NOTE

ADA interprets the terminology “participated in” to mean the consumer is engaged in a treatment and rehabilitation process and “successfully completed” to mean the consumer complied with his/her approved treatment plan during the specified time frame. The consumer may satisfy SATOP comparable program requirements while still enrolled in a substance abuse episode of care.

NOTE

Pending the revision of certification standards regarding the standard requirement in paragraph 3.4.1.2 above, ADA will accept completion of one hundred twenty (120) hours of treatment during a period of no less than twenty-one (21) calendar days.

3.4.1.3. Documentation of completion of a comparable program must be documented by the provider of treatment services on the department approved form. Services shall include the following:

3.4.1.3.1. A minimum of forty (40) hours of individual and/or group counseling; the remaining hours must include any combination of the following: driver related education, individual counseling, group education, group counseling, and family therapy (9 CSR 30-3.206 (9) (A) and (B)).

3.4.1.3.2. Individuals who complete approved programs at recognized treatment and rehabilitation programs may present documentation of such completion to an OMU. A subsequent SATOP screening is not required. The OMU will complete the Notice of Offender Assignment (A Form), Notice of Offender

Compliance (B Form) and SATOP Completion Certificate (C Form) for those individuals. A supplemental fee must be collected for these individuals (9 CSR 30-3.206 (9) (C)).

NOTE

The SATOP Comparable Program Completion Form must be completed by the treatment/rehabilitation program. That form plus a completion certification or a letter from the treatment provider indicating the successful nature of the consumer's participation comprise the completed treatment and rehabilitation program documentation that is submitted to an OMU for processing. Thus, two documents are required (1) SATOP Comparable Program Completion Form and (2) certificate or letter indicating the successful nature of the consumer's participation.

NOTE

With the implementation of ADA's Consumer Information Management, Outcome & Reporting (CIMOR) system in October 2006 came some changes in SATOP terminology and processing. The Notice of Offender Assignment is now called "SATOP Offender Assignment" and referred to as the "A Form". The Notice of Offender Compliance, the B Form, is no longer used. The SATOP Completion Certificate, the C form, remains the same.

NOTE

Individuals who have completed a Department of Corrections institutionalized substance abuse treatment and rehabilitation program must present documentation of such completion, in the form of a SATOP Comparable Form and a completion certification or a letter indicating the successful nature of the consumer's program participation, to the Division of Alcohol and Substance Abuse SATOP Unit. The SATOP Unit will complete the SATOP Offender Assignment and SATOP Completion Certificate for those individuals. A supplemental fee must be collected for these individuals.

3.4.1.3.3. Individuals who complete approved programs outside of the state of Missouri may submit a SATOP Comparable Program Completion Form to the Department of Mental Health. Upon approval of the program, notification will be provided to the Department of Revenue that the program has met SATOP requirements for license reinstatement (9 CSR 30-3.206 (9) (D)).

3.4.2. Criteria for Comparable Programs for Persons Domiciled Outside of Missouri (9 CSR 30-3.206 (10)).

3.4.2.1. When the assessment screening process indicates and if the person is eligible, a certified or recognized accredited alcohol and drug treatment and rehabilitation program may provide services for offenders.

NOTE

If the assessment screening is conducted in a state other than Missouri, it must be provided by a certified or recognized accredited program by the state it is located.

3.4.2.2. In order to be recognized by SATOP as minimally complying with SATOP requirements, the offender must have written verification from a certified or recognized accredited program that an assessment was conducted and the offender participated in and successfully completed the recommended level of service that would satisfy the requirements of that state or jurisdiction for a person convicted of a substance abuse traffic offense in that state or jurisdiction.

NOTE

The minimum acceptable level of service required to satisfy the state of Missouri's SATOP requirements is 10 hours of education (the equivalency of Missouri's OEP).

- 3.4.3. The consumer shall be responsible for all costs related to completion of the comparable program treatment and rehabilitation which are not reimbursed through a third-party payer (9 CSR 30-3.206 (11) and (B)).
- 3.4.4. Consumers who choose the comparable program are required to pay a \$125.00 supplemental fee and if their comparable program documents are processed at an OMU, they pay an additional \$40.00.
- 3.5. DEPARTMENT OF CORRECTIONS PROGRAMS – Some Department of Corrections Institutional Treatment programs may be considered SATOP comparable programs. The following provides qualifying criteria and comparable form processing requirements.
 - 3.5.1. The Missouri Department of Corrections (DOC) Institutional Treatment Center (ITC) substance abuse treatment programs that have been certified by the Division of Offender Rehabilitative Services on or after June 20, 2007 as meeting the following criteria are considered SATOP comparable programs:
 - 3.5.1.1. An assessment is conducted.
 - 3.5.1.2. Offenders participate in and successfully complete the recommended level of service.
 - 3.5.1.3. Program length is a minimum of one hundred twenty (120) hours of treatment during a period of no less than thirty (30) calendar days.
 - 3.5.1.4. Program consists of a minimum of forty (40) hours of individual and/or group counseling; the remaining hours must include any combination of the following: driver related education, individual counseling, group education, group counseling, and family therapy.
 - 3.5.2. Participants must successfully complete the entire program.
 - 3.5.3. Comparable forms for DOC ITC program participants must be processed by the ADA central office SATOP unit staff. Participants must pay a supplemental fee of \$125.00.
- 3.6. DRUG COURT PROGRAMS – Substance abuse treatment and rehabilitation programs that offer services to Drug Court participants may be considered SATOP comparable programs providing they meet the SATOP comparable program requirements in accordance with ADA certification standards and this bulletin.

4. End of Bulletin